

R 171726Z DEC 07 ZUI ASN-A07351000065 ZYB
FM COGARD INTSUPRTCOM MIAMI FL//PF//
TO CCGDSEVEN MIAMI FL
COGARD MSU SAVANNAH GA
COGARD AIRSTA CLEARWATER FL
COGARD PSU THREE ZERO SEVEN
COGARD ESU MIAMI FL
COMCOGARD SECTOR CHARLESTON SC
COMCOGARD SECTOR JACKSONVILLE FL
COMCOGARD SECTOR ST PETERSBURG FL
COMCOGARD SECTOR MIAMI FL
COMCOGARD SECTOR KEY WEST FL
COMCOGARD SECTOR SAN JUAN PR
USCENTCOM CCJ3 - PERSONAL FOR MACDILL AFB FL
HQ USSOUTHCOM J3 MIAMI FL
INFO COGARD INTSUPRTCOM ALAMEDA CA//PF//
COGARD INTSUPRTCOM BOSTON MA//PF//
COGARD INTSUPRTCOM CLEVELAND OH//FOT//
COGARD INTSUPRTCOM HONOLULU HI//FOT//
COGARD INTSUPRTCOM KETCHIKAN AK//PF//
COGARD INTSUPRTCOM KODIAK AK//PF//
COGARD INTSUPRTCOM NEW ORLEANS LA//PF//
COGARD INTSUPRTCOM PORTSMOUTH VA//PF//
COGARD INTSUPRTCOM SAN PEDRO CA//PF//
COGARD INTSUPRTCOM SEATTLE WA//PF//
COGARD INTSUPRTCOM ST LOUIS MO//FOT//
COMDT COGARD WASHINGTON DC//CG-13//
COMCOGARD MLC LANT NORFOLK VA//PF//
COMCOGARD MLC PAC ALAMEDA CA//PF//
COMCOGARD PERSCOM ARLINGTON VA//RPM//
COGARD DEPLOYABLE OPS GROUP WASHINGTON DC

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UNCLAS //N01301//

SUBJ: ISC MIAMI (PF) 2008 RESERVE JUNIOR OFFICER ASSIGNMENT SEASON
- INITIAL

A. RESERVE POLICY MANUAL, COMDTINST M1001.28A

1. THIS MSG DELINEATES THE 2008 RESERVE JUNIOR OFFICER (RJO)
ASSIGNMENT PROCESS.

2. THE FOLLOWING OUTLINES THE RJO ASSIGNMENT PROCESS AND TIME LINE
FOR COMPLETION:

A. 04FEB08: SHOPPING LIST PUBLISHED BY ISC MIAMI(PF) VIA CGMS.

B. 04APR08: COMMAND CONCERNS AND POSITION VALIDATION MUST BE
SUBMITTED TO ISC MIAMI(PF). SUBMISSION GUIDANCE WILL BE TRANSMITTED
SEPCOR.

C. 18APR08: DEADLINE FOR RJO SUBMISSIONS OF E-RESUME TO ISC MIAMI
(PF).

D. 02MAY08: ASSIGNMENT DECONFLICTION COMPLETED BY ISC(PF)S.

E. 30MAY08: ORDERS ISSUED IN DIRECT ACCESS.

F. 13JUN08: MBR DECLINATION DEADLINE OF ISSUED ORDERS.

G. 01JUL08: TRANSFERS EFFECTED.

3. TO ENSURE EQUITABLE ASSIGNMENT OPPORTUNITIES, ISC MIAMI(PF)
WILL TERMINATE THE OFF-SEASON ASSIGNMENT PROCESS ON 01MAR08.

4. UNIT REQUIREMENTS:

A. PROVIDE ISC MIAMI(PF) WITH NAME OF UNIT POC TO COORDINATE
COMMAND CONCERNS AND POSITION VALIDATION VIA E-MAIL NLT 04FEB08.

B. ENSURE ALL ASSIGNED RJOS ARE PROVIDED A COPY OF THIS MSG.

C. ENDORSE RJOS E-RESUME.

5. RESERVE JUNIOR OFFICER REQUIREMENTS:

A. RJOS IN THE FOLLOWING CATEGORIES ARE REQUIRED TO SUBMIT AN E-RESUME IF:

- (1) TOUR COMPLETE IN CY 2008.
- (2) SELECTED FOR THE NEXT HIGHER PAY GRADE.
- (3) ASSIGNED TO AN UNBUDGETED POSITION.

B. RJOS IN THE FOLLOWING CATEGORIES MAY SUBMIT AN E-RESUME FOR CONSIDERATION:

- (1) NOT TOUR COMPLETE. REQUIRES CMD ENDORSEMENT ON E-RESUME.
- (2) RJOS ASSIGNED TO IRR. IRR MBRS WILL REQUIRE CGPC-RPM APPROVAL PRIOR TO ORDERS BEING ISSUED.

C. SUBMIT E-RESUME VIA DIRECT ACCESS. NO OFF-LINE RESUMES WILL BE ACCEPTED.

D. SUBMIT THREE MOST RECENT OERS AND ANY OTHER INFORMATION (I.E. LTR OF RECOMMENDATION, AWARDS, COURSE INFORMATION, ETC.) NOT CONTAINED IN DIRECT ACCESS. OERS AND ADDITIONAL INFORMATION SHOULD BE MAILED TO: U.S. COAST GUARD INTEGRATED SUPPORT COMMAND MIAMI (PF), 100 MACARTHUR CAUSEWAY, MIAMI BEACH, FL 33139-5101, ATTN: LT TUAN LUONG OR SCANNED AND E-MAILED TO THE POC LISTED BELOW.

E. MBRS ARE RESPONSIBLE FOR ENSURING DOCUMENTATION IS RCVD BY ISC MIAMI(PF) NLT 18APR08.

F. RJOS DESIRING AN ASSIGNMENT TO A COMMAND REQUIRING SPECIAL CLEARANCES SHOULD SUBMIT THEIR PKGS ASAP TO ALLOW FOR ADDITIONAL PROCESSING TIME.

G. ENSURE MBR INFO IN DIRECT ACCESS IS UP TO DATE PRIOR TO SUBMISSION OF PKG. TO UPDATE, USE THE FOLLOWING PATH IN DIRECT ACCESS: HOME-SELF SERVICE-EMPLOYEE-TASKS-E-MAIL ADDRESSES.

6. ISC MIAMI(PF) POC: LT TUAN LUONG, 305-535-7985, TUAN.L.LUONG(AT)USCG.MIL

7. INTERNET RELEASE AUTHORIZED.

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